



Tom Tindall
Director

COUNTY OF LOS ANGELES Internal Services Department

1100 North Eastern Avenue
Los Angeles, California 90063

To enrich lives through effective and caring service.



Telephone: (323) 267-2107
FAX: (323) 881-0290

December 15, 2009

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**JOB ORDER CONTRACTS
FOR MAINTENANCE, REPAIR, AND REFURBISHMENT
OF COUNTY INFRASTRUCTURE AND FACILITIES
ADOPT, ADVERTISE, AND AWARD VARIOUS SPECIFICATIONS
(ALL DISTRICTS) (3 VOTES)**

SUBJECT

This action is to adopt the Job Order Contract Unit Price Book and Specifications; approve for advertisement bids to be received; and award agreements to the Lowest Responsive and Responsible Bidders for 10 separate Job Order Contracts (JOC).

IT IS RECOMMENDED THAT YOUR BOARD:

1. Adopt the November 2009 Job Order Contracts Unit Price Book and Specifications.
2. Approve the implementation of Internal Services Department's (ISD) Local Worker Job Order Contract Program (Program) (Attachment I). ISD's Program substantially incorporates the Department of Public Works' Local Worker Job Order Contract Program, as adopted by your Board on December 8, 2009.
3. Instruct the Executive Officer of the Board to advertise on December 16, 2009, for bids to be received for 10 separate JOCs in accordance with the Instruction Sheet for Publishing Legal Advertisements (Attachment II).
4. Authorize the Director of ISD or his designee to prepare, award and execute **six general** and four **specialty** (two **electrical** and two **mechanical**) JOC agreements to provide services to County facilities such as as-needed repair, deferred maintenance, and refurbishments.

The agreements are for a one-year term effective on contract execution and are not-to-exceed \$4 million each to the lowest responsive and responsible bidders. The aggregate not-to-exceed amount for the ten agreements is \$40 million.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

ISD uses JOC to augment ISD's ability to effectively respond to a broad array of County repairs (to include emergencies), maintenance, and refurbishment projects.

JOC is a flexible, cost-effective unit price contracting technique to accomplish maintenance, repair, and refurbishment of County infrastructure and facilities without extensive plans and specifications. JOCs are annual contracts that may be awarded for repair, remodeling, refurbishment, or other repetitive work. This process reduces administrative requirements and lowers direct construction costs while meeting all Federal, State, and County procurement requirements.

Implementation of Strategic Plan Goals

This action meets the County's Strategic Plan Goal No. 1 for Operational Effectiveness by providing timely facilities services, effectively managing County resources and investing in public infrastructure.

FISCAL IMPACT/FINANCING

Maintenance, repair, and refurbishment work will be funded through the appropriate maintenance, capital, refurbishment, or infrastructure project budgets. ISD's FY 2009-10 Adopted Budget includes \$40 million for JOC agreement expenditures. ISD will only incur JOC expenditures to the extent that they are offset through County department billings and within available appropriation. For capital projects, no work will be assigned to these JOCs without authorization from the Chief Executive Office.

Individual JOC Agreements have a statutory limitation of \$4 million with a one-year term as specified in Section 20128.5 of the Public Contract Code. The County is only obligated to order a minimum of \$25,000 for the General, Electrical, and Mechanical JOC Agreements.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Board approval of the recommended actions is required by Public Contract Code Sections 20124 and 20125.

The terms and conditions of the recommended contracts will be approved as to form by County Counsel prior to execution, and will contain the Board's required contract provisions including those pertaining to consideration of qualified County employees targeted for layoffs as well as qualified GAIN/GROW participants for employment openings, compliance with the Jury Service Ordinance, Safely Surrendered Baby Law and the Child Support program. The JOC Agreements are not Proposition "A" contracts and therefore are not subject to the County's Living Wage Program.

Data regarding the proposers' minority participation will be on file with ISD. The contractors will be selected upon final analysis and consideration without regard to race, creed, gender, or color.

The General Conditions and November 2009 Unit Price Book and Specifications include the contractual provisions, methods, and material requirements necessary for this project and are on file with ISD.

ENVIRONMENTAL DOCUMENTATION

California Environmental Quality Act (CEQA) requires public agency decision makers to document and consider the environmental implications of their actions.

JOC projects provide facilities repairs, maintenance and refurbishment services requested by County departments, which are generally categorically exempt under CEQA. ISD will file all required Notices of Exemption for each categorically exempt project as required by CEQA. Your Board will be asked to make environmental determinations for any projects that are not categorically exempt.

CONTRACTING PROCESS

The Executive Officer of the Board will advertise the invitation for bids in various publications throughout the County of Los Angeles. Additionally, ISD will advertise the invitation for bids on the Green Sheet publication and post the bids on the County's "Doing Business with Us" web site.

The recommended contracts will be solicited on an open-competitive basis and in accordance with applicable federal, State, and County requirements. The County will award contracts to the lowest responsive and responsible bidder.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The use of these contracts will expedite the completion of maintenance, repair, and refurbishment of County infrastructure and facilities work managed by ISD. Minor impacts to tenant departments may occur while maintenance, repair, and refurbishment of County infrastructure and facilities work is underway.

There is no employee impact. JOCs are intended to augment, but not replace the County workforce, and to ensure our ability to respond to emergent requirements.

CONCLUSION

Upon Board approval, please return one adopted stamped copy of this letter to ISD.

Respectfully submitted,



Tom Tindall
Director

TT:JJ:TB:jgb
Attachments

c: ISD Board Deputies
Chief Executive Officer
County Counsel

**COUNTY OF LOS ANGELES
INTERNAL SERVICES DEPARTMENT**

LOCAL WORKER JOB ORDER CONTRACT (JOC) PROGRAM

ATTACHMENT I

1. Purpose of the Program

The Local Worker Job Order Contract (JOC) Program (Program) is, with the exception of emergency repairs, intended to foster the employment of Local Workers on JOCs managed by the Internal Services Department (ISD). JOCs are used to perform repair and remodeling of existing County facilities throughout the County. The Program is designed to reduce commuting distances from home to work site, which, in turn, will reduce traffic congestion, pollution, and release of greenhouse gases. In addition, the Program may enhance a sense of community pride and identity among Local Workers and their neighbors arising out of the Local Workers' efforts to improve the appearance and functionality of local public facilities.

The Program is not intended to discriminate against or give preference to any particular group based on race, color, gender, sexual orientation, age, or disability.

2. Definitions

For purposes of this Program, the following words, phrases, and terms are defined as follows:

- (a) Community-Based Organization (CBO) - means organizations that provide names of qualified skilled and unskilled Local Workers.
- (b) Construction Worker Hours - means the total hours worked on a work order of a JOC by Skilled and Unskilled Construction Trade Workers who are Residents of California, whether those workers are employed by the contractor or any subcontractor. Construction Worker Hours excludes the number of hours of work performed by non-California residents.
- (c) Contractor - means any person or company who is a party to a JOC from the County of Los Angeles that is managed by ISD.
- (d) Director - means the Director of ISD or his designee.
- (e) Local Worker - means a Skilled and Unskilled Construction Trade Worker whose residence as listed in the Certified Payroll Record, is located in the County of Los Angeles in a zip code that is located within a 15-mile radius of the work site of a work order issued to a contractor, except that Local Worker means, for work sites located in the Santa Clarita Valley area or work sites located in the Antelope Valley

area, a Skilled and Unskilled Construction Trade Worker whose residence as listed in the Certified Payroll Record is located in the County of Los Angeles in a zip code located in the Santa Clarita Valley area or the Antelope Valley area, as identified in Attachment C, or within a 15-mile radius of the work site of a work order issued to the contractor as shown in Attachments A and B.

- (f) Residents of California - mean persons whose residence, as listed in the Certified Payroll Record, is located within the boundaries of the State of California.
- (g) Skilled and Unskilled Construction Trade Worker - means all work site foremen, journey workers, apprentices, construction trainees, and helpers. Also included are other workers appropriate for work site construction activities. Salaried superintendents and other salaried management or supervisory and clerical and other nonconstruction personnel are excluded from this definition.
- (h) Subcontractor(s) - means any person or company that assumes by contract with the contractor some or all of the performance obligations of the contractor for an individual work order or entire JOC.
- (i) Work Order - means the obligation document under a JOC. Each individual project to be accomplished under a JOC will be through the issuance of a work order. A work order consists of plans, shop drawings, permits, specifications, and the scope of work required to complete the work.

3. Program for Employment of Local Workers

- (a) Where not otherwise prohibited by Federal, State, or local law or the terms of Federal, State, or local funding agreements, each JOC managed by ISD shall contain a provision that requires the contractor, and any subcontractor, to each use its good faith efforts to employ Local Workers to perform at least 40 percent of the total Construction Worker Hours expended on each work order (Local Worker Goal). Notwithstanding the Local Worker Goal, each contractor and subcontractor may assign their core work force to perform a work order without regard to the residency of the employees that comprise their core work force. However, to the extent that a contractor or subcontractor must acquire additional Skilled and Unskilled Construction Trade Workers to perform a work order, the contractor and subcontractor shall follow the procedure set forth in Part 4 below to maximize the employment of Local Workers.
- (b) The Local Worker Goal shall not be construed as limiting the use of Local Workers at a participation level in excess of the Local Worker Goal.
- (c) Emergency repairs are excluded from this Program.

4. Work Force Table and Recruitment of Additional Workers

- (a) Prior to the commencement of work on any work order, each contractor and subcontractor(s) shall complete and submit to the Director a work force table. This document shall identify the estimated work force requirements for the duration of the work order, broken down by trade. This document shall be revised as required throughout the performance of the work order work until it is completed.
- (b) In the event the contractor or a subcontractor must augment its core work force in order to perform a work order, a request must be submitted by the contractor or subcontractor to the CBO identified herein or other employment resources to request qualified Local Workers available for hire. A copy of said request must be sent, at the same time, to ISD's authorized representative. However, in the event the contractor or subcontractor is required by agreements with labor organizations to obtain any additional labor from organized labor referral services, the contractor and subcontractor agree to use good faith efforts to request referrals of Local Workers from organized labor referral services, and the contractor or subcontractor will not be required to request Local Workers from the CBO's identified herein.
- (c) CBOs that are available to contractors and subcontractors throughout the County for finding qualified Local Workers include WorkSource centers that do not charge a fee for providing referrals of qualified workers. If these or other employment resources do not respond within 72 hours from the time the request is submitted by the contractor or subcontractor, or if the CBO cannot provide a worker that resides within the target zip codes, the contractor or subcontractor may hire workers from anywhere within the County, and if unsuccessful in hiring County residents, the contractor or subcontractor may hire workers without regard to their residence. A list of WorkSource centers can be obtained online under www.worksourcecalifornia.com and a copy is provided in Attachment D. There are other CBOs throughout the County that can be accessed for finding qualified Local Workers.
- (d) Emergency repairs are excluded from this Program.

5. Monitoring by Director and Reporting by Contractor

- (a) The Director shall separately monitor the use of Local Workers on work orders and shall report his findings in writing to the County of Los Angeles Board of Supervisors on an annual basis.
- (b) The contractor shall provide for the maintenance of all records, including subcontractor records, documenting the employment of Local Workers on a work order. The contractor and subcontractor(s) shall maintain documents supportive of every Local Workers' record of residence.
- (c) Certified payroll reports in a format specified by the Director shall be submitted not less than once per week to the Director for each work order and shall identify clearly the actual residence of every employee on each submitted certified payroll.

- (d) Full access to the contractor's(s') and subcontractor's(s') employment records that document information that relates to the requirements of this Program shall be granted to the Director. The contractor and subcontractor(s) shall maintain all relevant personnel data in records for a period of at least three (3) years after final completion of the JOC. This retention period may be extended in writing by the Director based upon audit irregularities.
- (e) The Director may require affidavits and other supporting documentation from the contractor and/or subcontractor(s) to verify or clarify that an employee is a Local Worker when doubt or lack of clarity has arisen.



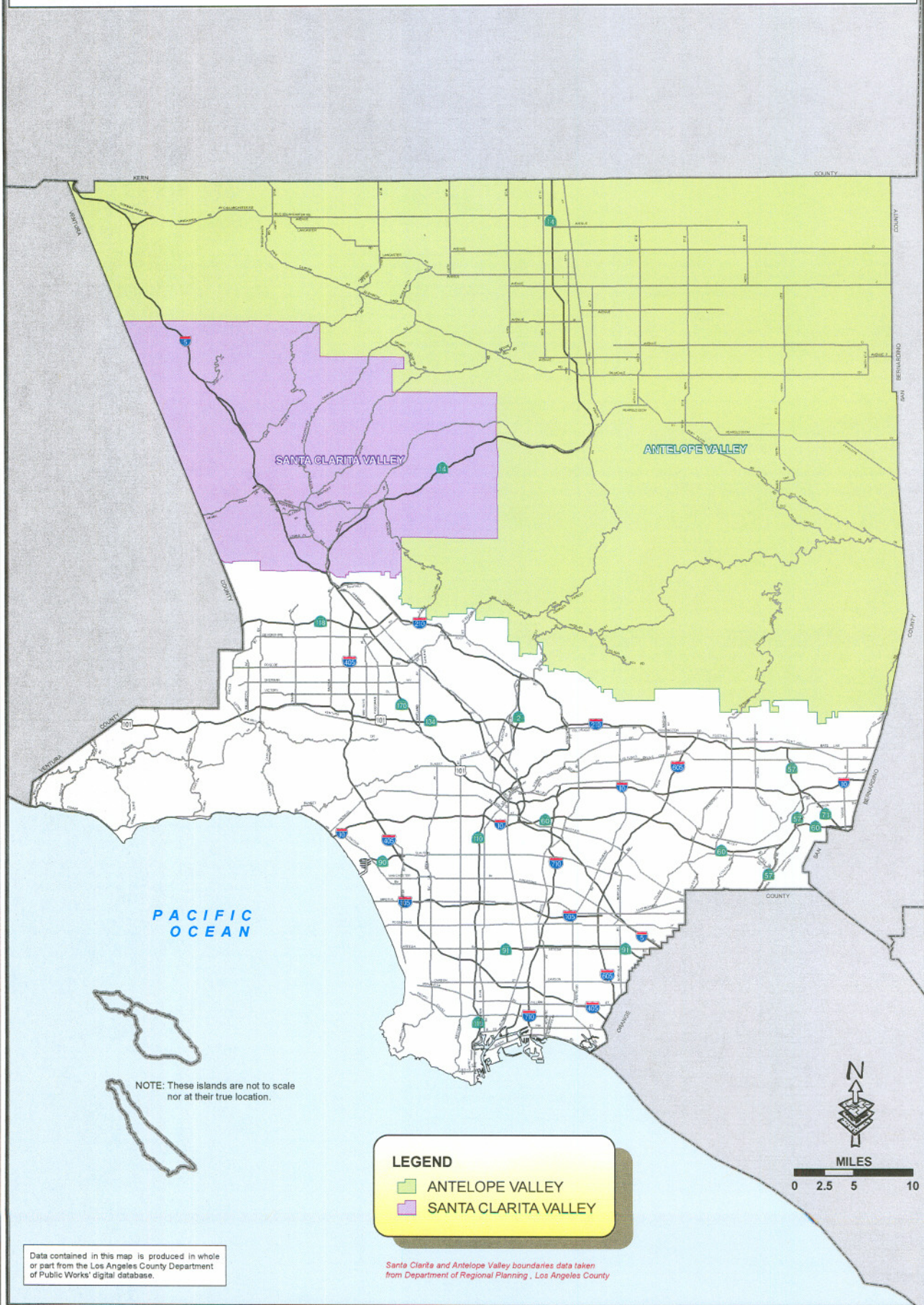


SAMPLE PROJECT 2 WITH 15-MILE RADIUS ATTACHMENT B





Santa Clarita & Antelope Valley Map ATTACHMENT C



Data contained in this map is produced in whole or part from the Los Angeles County Department of Public Works' digital database.

Santa Clarita and Antelope Valley boundaries data taken from Department of Regional Planning, Los Angeles County

WorkSource Centers

Antelope Valley Area

Antelope Valley College

3041 West Avenue K
Lancaster, CA 93536
(661) 722-6358
Fax: (661) 722-6623
TTY: (661) 722-6300 x6362

Antelope Valley WorkSource Center

1420 West Avenue I
Lancaster, CA 93534
(661) 726-4128
Fax: (661) 945-5767

Santa Clarita WorkSource Center

20655 Soledad Canyon Road., Suite 25
Santa Clarita, CA 91351
(661) 424-1062
Fax: (661) 424-0651

South Valley WorkSource Center

1817 East Avenue Q, Suite A-12
Palmdale, CA 93550
(661) 265-7421
Fax: (661) 265-9322

Burbank/Glendale/Pasadena Area

Foothill Workforce Investment Board

1207 E. Green Street
Pasadena, CA 91106
(626) 796-5627
TTY: (626) 300-5616
Fax: (626) 304-7902
Site: <http://www.foothilletec.org>

Verdugo Jobs Center of Glendale Consortium WIB

1255 S. Central Avenue
Glendale, CA 91204
(818) 409-0476
TTY: (818) 409-7236
Fax: (818) 409-0496
Site: <http://www.verdugojobscenter.org>

Downtown and Central Los Angeles

Downtown WorkSource Center Chicana Service Action Center

315 W. 9th Street, Suite 101
Los Angeles, CA 90014
(213) 629-5800
TTY: (213) 430-0660
Fax: (213) 430-0657
Site: <http://www.worksourcecalifornia.com>

Chinatown WorkSource Center Chinatown Service Center

767 North Hill Street, Suite 400
Los Angeles, CA 90012
(213) 808-1700
TTY: (213) 808-1719
Fax: (213) 680-0787
Site: <http://www.cscla.org>

Hollywood Area

Hollywood WorkSource Center Managed Career Solutions, Inc

Los Angeles City College
855 N. Vermont, Bungalow B - 10
Los Angeles, CA 90029
(323) 960-1300
(323) 953-4002
Fax: (323) 953-4018
Site: <http://www.hollywoodworksource.com>

West Hollywood WorkSource Center Jewish Vocational Services

5757 Wilshire Blvd., Promenade 3
Los Angeles, CA 90036
(323) 904-4900
TTY: (800) 735-2929
Fax: (323) 904-4905

East Los Angeles County Area

Career Partners WorkSource Center

3505 North Hart Avenue
Rosemead, CA 91770
(626) 572-7272
TTY: (626) 569-0682
Fax: (626) 572-9100

Central San Gabriel Valley WorkSource Center

11635 Valley Blvd., Unit G
El Monte, CA 91732
(626) 258-0365
TTY: (626) 258-0429
Fax: (626) 258-0428

Chicana Service Action Center WorkSource Center

3601 East First Street
Los Angeles, CA 90063
(323) 264-5627
TTY: (213) 629-5800
Fax: (323) 980-1775

City of Pomona L.A. Urban League WorkSource Center

264 E. Monterey Avenue
Pomona, CA 91767
(909) 623-9741
TTY: (909) 469-2561
Fax: (909) 620-8845

East Los Angeles Employment & Business WorkSource Center

5301 Whittier Blvd., 2nd Floor.
Los Angeles, CA 90022
(323) 887-7122
TTY: (323) 832-1279
Fax: (323) 887-8236

L.A. Works WorkSource Center

5200 Irwindale Blvd., Suite 130
Irwindale, CA 91706
(626) 960-3964
TTY: (626) 960-3964
Fax: (626) 960-6777

Los Angeles Metro Area

Wilshire-Metro WorkSource Centers Community Career Development, Inc.

3550 Wilshire Blvd., Suite 500
Los Angeles, CA 90010
(213) 365-9829
TTY: (213) 368-0047
Fax: (213) 365-9839
Site: <http://communitycareer.org/>

Northeast Los Angeles Area

Metro North WorkSource Center Goodwill Industries of Southern California

342 North San Fernando Rd.
Los Angeles, CA 90031
(323) 539-2000
TTY: (323) 539-2057
Fax: (323) 539-2022
Site: <http://www.goodwillsocal.org/>

Northeast WSC

Arbor Education & Training

3825 N. Mission Road
Los Angeles, CA 90031
(323) 352-5100
TTY: (323) 352-5103
Fax: (323) 352-5081
Site: <http://www.arboret.com>

San Fernando Valley Area

Canoga Park-West Hills WorkSource Center Arbor Education & Training, LLC.

21010 Vanowen Street
Canoga Park, CA 91303
(818) 596-4448
TTY: (818) 596-4155
Fax: (818) 596-4140
Site: <http://www.arboret.com>

**Chatsworth-Northridge WorkSource Centers
Build Rehabilitation Industries, Inc.**

9207 Eton Ave.
Chatsworth, CA 91311
(818) 701-9800
TTY: (818) 701-9850
Fax: (818) 701-9801
Site: <http://www.buildonestop.com>

**Northeast San Fernando Valley
WorkSource Center**

LA Mission College
11623 Glenoaks Blvd.
Pacoima, CA 91331
(818) 890-9400
TTY: (818) 890-9452
Fax: (818) 899-5830

**El Proyecto del Barrio
WorkSource California**

9024 Laurel Canyon Blvd.
Sun Valley, CA 91352
(818) 504-0334
TTY: (800) 504-1974
Fax: (818) 504-2625
Site: <http://www.wscalnetwork.org/>

**Van Nuys-North Sherman Oaks
WorkSource Center Arbor Education & Training, LLC**

15400 Sherman Way, #140
Van Nuys, CA 91406
(818) 781-2522
TTY: (818) 374-7024
Fax: (818) 781-3810
Site: <http://www.worksourcecalifornia.com>

South Bay Area

**Compton Career Link
WorkSource Center**

700 North Bullis Rd.
Compton, CA 90221
(310) 602-3050
Fax: (310) 605-3067

Employment Development Department - Torrance

1220 Engracia Ave.
Torrance, CA 90501
(310) 782-2101
Fax: (310) 320-0488

Harbor WorkSource Center

Pacific Gateway WIN

1851 N. Gaffey St. # F
San Pedro, Ca 90731
(310) 732-5700
TTY: (310) 732-5714

South Bay One-Stop Business & Career Center

Beach Cities

320 Knob Hill Suite 4
Redondo Beach, CA 90277
(310) 318-0645
TTY: (310) 316-9881
Fax: (310) 543-1730

South Bay One-Stop Business & Career Center

Inglewood

110 S. La Brea Ave. Inglewood, CA 90301
(310) 680-3700
TTY: (310) 674-6054
Fax: (310) 680-4098

South Bay One-Stop Business & Career Center

Gardena

16801 S. Western Ave., Suite A
Gardena, CA 90247
(310) 217-9579
TTY: (310) 327-3596
Fax: (310) 217-6146

South Bay One-Stop Business & Career Center

Carson

1 Civic Plaza Drive, Suite 500
Carson, CA 90745
(310) 233-4888
Fax: (310) 233-4886

South Bay Workforce Investment Board

11539 Hawthorne Blvd., Suite 500
Hawthorne, CA 90250
(310) 970-7700
TTY: (800) 735-2922
Fax: (310) 970-7711
Site: <http://www.sbwib.org>

South Los Angeles Area**Housing Authority WorkSource Portals****Jordan Downs WorkSource Portal**

2101 E. 101st Street
Los Angeles, CA 90002
(323) 249-7751
Fax: (323) 249-7754

Imperial Courts WorkSource Portal

11534 Croesus Avenue, Suite 413
Los Angeles, CA 90059
(323) 249-2910
Fax: (323) 249-2917

Los Angeles Urban League**WorkSource Business and Career Center**

12700 S. Avalon Blvd.
Los Angeles, CA 90061
(323) 600-1106
TTY: (323) 600-0184
Fax: (323) 600-0186

Nickerson Gardens WorkSource Portal

1495 E. 114th St., Unit # 1106
Los Angeles, CA 90059
(323) 357-3980

**Southeast L.A. Crenshaw WorkSource Center
United Auto Worker Labor Employment
and Training Corp. (UAW-LETC)**

3965 S. Vermont Ave
Los Angeles, CA 90037
(323) 730-7900
TTY: (323) 730-7937
Fax: (323) 730-7934
Site: <http://www.letc.com>

**Southeast Los Angeles- Watts WorkSource Center
Watts Labor Action Committee (WLCAC)**

10950 S. Central Ave
Los Angeles, CA 90059
(323) 563-4702 | (323) 563-5682
TTY: (323) 563-5684
Fax: (323) 563-5636
Site: <http://www.wlcac.org>

**South Los Angeles WorkSource Center
Community Centers Inc.**

7518 South Vermont Ave.
Los Angeles, CA 90044
(323) 752-2115
TTY: (323) 752-9215
Fax: (323) 789-4574
Site: <http://www.cciworksource.org>

Southeast Los Angeles

Hub Cities Career WorkSource Center

2677 Zoe Avenue, 1st & 2nd Floor
Huntington Park, CA 90255
(323) 586-4700
Fax: (323) 586-4702

Long Beach Career Transition Center

3447 Atlantic Avenue
Long Beach, CA 90807
(562) 570-3700
TTY: (562) 570-4629
Fax: (562) 570-3794

**Partners for Progress
WorkSource Center (SASSFA)**

10400 Pioneer Blvd., Suite 9
Santa Fe Springs, CA 90670
(562) 946-2237
TTY: (562) 236-2899
Fax: (562) 946-5818

**SASSFA – Paramount Employment
and Training Center**

15538 Colorado Avenue
Paramount, CA 90723
(562) 633-9511
Fax: (562) 633-9514

**Southeast Los Angeles County
Workforce Investment Board (SELACO)**
10900 E. 183rd Street, Suite 350
Cerritos, CA 90703
(562) 402-9336
Fax: (562) 860-4701

Southwest Los Angeles Area

**Crenshaw Worksource
Services (EDD)**

5401 Crenshaw Blvd.
Los Angeles, CA 90043
(323) 290-5111
TTY: (323) 290-5179
Fax: (323) 290-5109

**Los Angeles Urban League
Youth Services**

5414 Crenshaw Blvd.
Los Angeles, CA 90043
(323) 292-8111
Fax: (323) 292-7851

**West Adams-Baldwin Hills Satellite
WorkSource Center L.A. Urban League**

5681 W. Jefferson Blvd.
Los Angeles, CA 90016
(323) 525-3740
TTY: (323) 931-9076
Fax: (323) 525-3799
Site: <http://www.laul.org>

West Los Angeles County

Mar Vista Gardens Satellite

4909 Marionwood Drive
Culver City, CA 90232
(310) 915-0531
Fax: (310) 915-0586

Marina del Rey WorkSource Center
operated by Jewish Vocational Services (JVS)

13160 Mindanao Way, Suite 240

Marina del Rey, CA 90292

(310) 309-6000

TTY: (310) 309-6018

Fax: (310) 309-6032

Call this center directly or **(888) 226-6300** for more information about building your business or getting your career moving with WorkSource.

To search or post jobs in the United States, visit Career One-Stop at <http://www.careeronestop.org/> and America's Job Bank at <http://www.ajb.org/>

December 15, 2009

ATTACHMENT II

**INTERNAL SERVICES DEPARTMENT: JOB ORDER CONTRACTS
FOR MAINTENANCE, REPAIR, AND REFURBISHMENT
OF COUNTY INFRASTRUCTURE AND FACILITIES
ADOPT, ADVERTISE, AND AWARD VARIOUS SPECIFICATIONS
(ALL DISTRICTS) (3 VOTES)**

PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper, or ten times in a daily newspaper. However, the first publication must appear at least 10 days prior to the bid opening date. Forward three reprints of this advertisement to Alterations & Improvements Division, Internal Services Department, 1100 Eastern Avenue, Los Angeles, California 90063.

**OFFICIAL NOTICE
INVITING BIDS**

Notice is hereby given that Internal Services Department (ISD) will receive sealed bids for furnishings, materials, labor, and equipment required to complete construction for the following work:

<u>SPECS.</u>	<u>PROJECT</u>	<u>BID DOC. FEE</u>	<u>BID DEADLINES</u>	
			<u>DATE</u>	<u>TIME</u>
JOC Specs. JOC 87		\$50.00 each	01/20/2010	10:00 a.m.
JOC Specs. JOC 88		\$50.00 each	01/20/2010	10:00 a.m.
JOC Specs. JOC 89		\$50.00 each	01/20/2010	10:00 a.m.
JOC Specs. JOC 90		\$50.00 each	01/20/2010	10:00 a.m.
JOC Specs. JOC 91		\$50.00 each	01/20/2010	10:00 a.m.
JOC Specs. JOC 92		\$50.00 each	01/20/2010	10:00 a.m.
JOC Specs. EJOC 25		\$50.00 each	01/20/2010	10:00 a.m.
JOC Specs. EJOC 26		\$50.00 each	01/20/2010	10:00 a.m.
JOC Specs. MJOC 22		\$50.00 each	01/20/2010	10:00 a.m.
JOC Specs. MJOC 23		\$50.00 each	01/20/2010	10:00 a.m.

Copies of the project manual and technical specifications may be obtained at the **mandatory** Pre-bid Conference or Internal Services Department Bid Office located at 1100 N. Eastern Avenue, Los Angeles, California, 90063 for the fee stated above. For bid information, please call (323) 267-3129. Each bid shall be submitted on the required form sealed and filed at the Bid Office located at the first floor of 1100 N. Eastern Avenue, Los Angeles, CA 90063 no later than 10:00 a.m. on the date indicated above. Bids will be publicly opened, examined, and declared by ISD JOC Contract Administration approximately 15 minutes following the deadlines for submission of bids stated above in Conference Room G101, 1100 N. Eastern Avenue, Los Angeles, CA 90063.

Bidders must comply with the provisions of the Bidding Requirements and General Conditions concerning bid guarantee, contract bonds, and insurance requirements. These projects require the prime contractor to possess a "B" license at time of bid for General Contract JOCs (JOC#87, JOC#88, JOC #89, JOC#90, JOC#91, JOC#92). Contractors bidding Electrical JOCs (EJOC#25, EJOC#26) are required to possess a "C-10" license at time of bid. Contractors bidding the Mechanical JOCs (MJOC#22, MJOC#23) are required to possess a "C-20" license at time of bid. Contractor should verify to his/her satisfaction that he/she holds the correct license for this type of project.

PREBID CONFERENCE

ISD will hold a single **mandatory** pre-bid conference for all of the listed Job Order Contract (JOC) contracts/projects at 10:00 a.m. on January 4, 2010, Conference Room G101 at 1100 N. Eastern Avenue, Los Angeles, CA 90063 to provide information on the JOC, bidding process, and answer any questions that potential bidders may have. A bid submitted by a company that did not have a representative of the company sign in as being present at the mandatory pre-bid conference will be rejected as non-responsive, and it is strongly recommended that the representative who attends the mandatory pre-bid conference for the company be a principal of the company or a person authorized to make decisions for the company. For further directions, please contact Ms. Sue Chang at (323) 267-3129.

OTHER INSTRUCTIONS

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code, relating to contracting with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical errors and discrepancies in bids submitted in the public's interest.

Si necesita información en español, por favor llame al telefono (323) 267-2619.



Upon 72 hours notice, ISD can provide program information and publication in alternate formats or make other accommodations for people with disabilities. In addition, program documents are available at our office in Los Angeles (1100 N. Eastern Avenue, Los Angeles), which is accessible to individuals with disabilities. To request accommodations ONLY, or for more ADA information, please contact our departmental ADA Coordinator at (323) 267-2432, Monday through Thursday, from 7:00 a.m. to 5:30 p.m.



Con 72 horas de notificación, ISD puede proporcionar información y publicaciones sobre el programa y formas alternas o hacer otras comodidades para gente incapacitada. Además, documentación sobre el programa está disponible en nuestra oficina principal en Los Angeles (1100 N. Eastern Avenue, Los Angeles) lo cual es accesible para individuos con incapacidades. Para solicitar comodidades SOLAMENTE, o para mas información del ADA, pongase en contacto con nuestro Coordinador del ADA del departamento al (323) 267-2432, de Lunes a Jueves de 7:00 a.m. a 5:30 p.m.

By order of the Board of Supervisors of the County of Los Angeles, State of California,
dated December 15, 2009.

SACHI A. HAMAI, EXECUTIVE OFFICES
OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES